Benefits of Working with AccuFund

AccuFund brings you the best total solution for your government financial operations. Our experience provides a solution that:

- Includes experienced consultants that understand your specific needs and will work with you in tandem before, during and after your investment
- Makes your reporting more efficient, easily get the reports you need for internal and external requirements
- Improves transparency and departmental access to data
- Makes it easier to cross train employees among functions
- Includes tight integration reducing re-entry of data and chance for errors

Easy to Use

AccuFund's straight forward design makes the software easy to use for government municipal accounting while fulfilling all the reporting requirements of your organization. You customize the system for your organization's needs – specify the account structure you need so data you enter may be reported the way you need. *AccuFund* uses an intuitive interface making it easy for new staff to become familiar with the system. User productivity features such as at-a-glance cash balances by bank contribute to your accounting staff's efficiency. When users need information, the report writer makes it easy to give them what they need, and delivery can be direct from the system to the user through your Email, saving you time and resources.

A standard toolbar is provided to give you quick access to your day-to-day functions. Tool tips (balloon help) are provided on each field. Property sheets (tabbed folders) are used so all information is available in a concise and easily

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With AccuFund all of the following components are included in the Core system without having to pay extra.

General Ledger
Financial Report Writer
Accounts Payable
Cash Receipting
Bank Reconciliation
Dashboards
System Security
Forms Designer
Data Imports and Exports
Tablized Account Structure
Document Imaging throughout
EFT payment in Accounts Payable

Why AccuFund?

- Currently serving more than 1,000 clients.
- Specializes in financial operations improvement for government organizations.
- Utilizes state-of-the–art software combined with consultants with experience in municipal and special district financial systems.
- Company's principals have fifty years of combined experience in government financial solutions, the majority spent with some of the largest accounting software providers and resellers in the government market.
- AccuFund understands its customers and their needs, environment and responsibility to their citizens.

attainable manner.

On-premise or Cloud Subscription Options

AccuFund is delivered as either a licensed on-premise solution or as a cloud subscription solution. AccuFund Anywhere provides access from any workstation on the internet as long as it supports one of several main-stream browsers. Decide which licensing method is right for your organization, AccuFund is ready to deliver it's benefits to you either way.

Recent Recognition

AccuFund is regularly recognized in the press for its leading position in the government and nonprofit accounting market. It is included in the *Accounting Today* Top 100 Accounting Software Programs. For the last several years it has received 5 stars from the *CPA Technology Advisor*, its highest ranking. Other publications recognize AccuFund for its easy of use and completeness of solution.

General Ledger

The General Ledger is the repository for all financial information in the *AccuFund* system. Create any account structure that matches your requirements. Use up to 255 alpha-numeric characters and any number of segments in

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AccuFund for Government includes these modules fully integrated in the system:

Utility Billing
Sales Tax
Licenses and Fees
Court Fines
Real & Personal Property Tax Billing
Building Permitting & Inspection
Work Orders

your account number. The system provides automatic due to / due from accounting to
keep all funds in balance. The General Ledger component can:

- Classify your accounts to easily produce your GASB and other financial statements
- Manage all multi-fund, multi-fiscal period activity
- Automate your year-end processes.
- Track all budget, actual, encumbrance and memo journal entries
- Keep an unlimited number of years of information on-line, and enter transactions to any year and date

Accounts Payable

The Accounts Payable component tracks and pays all your bills. You enter your invoices and manual checks only once. The system automatically posts the resulting accounting entries to the proper accounts. Included is a custom forms designer so you can produce laser checks which include your logo, MICR check coding and other unique information. Also included:

- Unlimited number of bank accounts
- Manage each bank account on a cash basis even though the accounting is accrual based
- Integrated with the bank reconciliation for all checks that have been produced
- Easy-to-use mark bills for payment process, see the invoices you will be paying and their affect on your cash balance
- Separate check functionality
- Specify amount of each invoice to include for 1099 reporting

Financial Report Writer

The Financial Report Writer component allows you to produce specialized financial presentations required by your management, board and granting agencies. Other features of this component:

- Includes a "Drill" function with ability to look at source accounts and transactions under any data cell
- Include year-to-date, period-to-date, range amounts and inception-to-date balances
- Define custom headings, columns and rows
- Use of Classification system allows accounts to be presented and summarized in different ways on various reports
- Produce required GASB reports directly from the *AccuFund* system
- Include graphical elements, images, lines, etc. in produced report
- Produced reports can be saved into a spreadsheet for further analysis

Dashboards

Provide current graphical data on any indices that are import to financial or department users including AR aging, Cash balances, departmental budget to actual expenses as examples.

Cash Receipts

The core *AccuFund* suite includes a Cash Receipts component to record cash being received by your organization. Each transaction can be distributed to as many revenue or receivable accounts as necessary. The system records the offset to undeposited cash, maintaining proper separation of receipt and deposit functions. The Cash Receipts component is integrated with Accounts Receivable and Utility Billing if installed. Deposits are recognized in the Bank Reconciliation component, providing a complete bank account reconciliation. The

component utilizes the Forms Designer, providing all necessary reports.

Bank Reconciliation

The Bank Reconciliation component provides full reconciliation of all *AccuFund* bank accounts. All checks and deposits are combined in a single, simple to use system. Also provided in this component:

- Prior reconciliations may be kept indefinitely for review and reporting
- Any fees or interest earned may be recorded at the time of reconciliation
- You may mark a numerical range of checks to simplify the reconciliation of a large group of checks
- As you mark checks and deposits individually, you will see where you are in comparison to the bank statement

System Security

The System Security component gives you control over who has access to the various functions within the *AccuFund* accounting system. Each user is assigned a unique identifier and password. You designate individual access to Accounts Payable, Accounts Receivable or even a specific function within those components. For data entry screens the system administrator may define read, write and delete capabilities to each user.

Forms Designer/Data Export
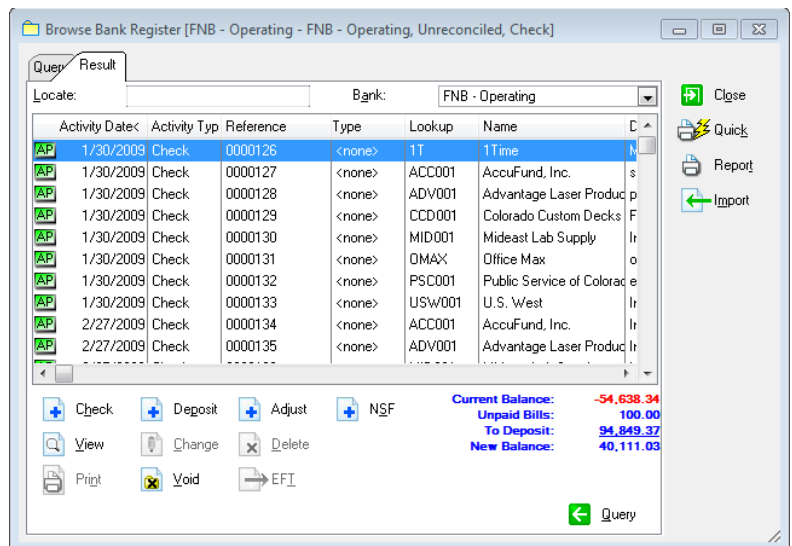
The Register gives you a view of the status of each bank account

Integrated into all components of the *AccuFund* system is a forms and report designer. Use the standard reports as a starting point, copy and change the reports to match your specific needs. When designing forms you have access to:

- Any graphical image such as a logo or other image
- Lines, boxes and shading
- Any report can be used as a basis for exporting data to Excel, CSV, or text files

Data Import

The Data Import component consists of a series of wizards that let you import data into the *AccuFund* accounting system. Each wizard steps you through choosing the source file for the import, the columns in which the data is located and then imports the data. Some of the features included in the data import wizards are:

- Support for all common interface formats including

fixed field, comma delimited and spreadsheet formats

✔ Each wizard "remembers" how and what you last imported. The next time you need to import the same information, it's all setup and ready to go

Additional AccuFund Components

Additional components are available for the *AccuFund Accounting Suite for Government*. These components extend the capability of your accounting system in specific ways.

Utility Billing

The Utility Billing system is designed to manage all your utility billing needs. This complete system tracks your billing by service location to facilitate customer changes. An unlimited number of meters, charges and location notes can be attached to any service location. Charges are individually tracked for proper application of customer payments.

Personal and Property Taxes

The Personal and Property Taxes module is where you will define your various taxes on personal or real property. It is designed to easily import your real property data from the source of your assessor's valuations and then within AccuFund you will define the actual calculations used in generating the tax amounts. This module also utilizes the Reports and Forms Designer to layout and produce your tax bills and forms. You have complete control over the definition of billing periods.

Fees, Licenses and Taxes

The Fees, Licenses and Taxes module includes the functions a Town/City Clerk needs for licensing including premise certificates, sales tax, building permits and more. Any of the basic certificates required in a municipality can be printed directly from this module including serialized licenses. For Sales Tax, the module keeps track of payment cycles and can report missing cycles even if subsequent payments are received.

Building Permitting and Inspections

Building Permitting and Inspections is a flexible module designed to manage all steps in permitting and inspecting building projects.

Court Fines

Court Fines provides municipalities and governments entities an integrated solution to tracking fines for traffic, parking,

The *AccuFund* system includes the following benefits as part of the core system:

✔ Industry standard database options -Microsoft SQL Server or Sybase ASA database included with software for all levels of users.

✔ Implementations done right—benefit from a specifically designed implementation by consultants experienced in working with nonprofits.

✔ MICR check encoding for check production—Use blank-stock checks, saves money and reduces the chance for fraudulent checks.

✔ All modules include easy export to Excel making it easier for staff to perform needed analysis with less change if coding errors.

✔ Memorized imports make it fast and easy to import from Excel or a text file in all modules.

✔ Easily modify reports for your specific needs with the report and forms designer included in core system

✔ Save mailing costs and improve service with Direct Deposit/Electronic Payment in Accounts Payable as well as Payroll.

✔ Secure your payment process with positive-pay and electronic reconciliation.

inspectional services and other fines. The system keeps track of bonds, court dates and payments. In the case of a refunded bond, it is integrated with the accounts payable system for seamless payment.

Work Orders

Work Orders is designed to track internal and external service requests. Track citizen requests for service such as down trees,, missing signs, hydrant leaks, etc. Internal track department service requests such as for maintenance or IT activity. Finally track service requests for fleet management through linkages to the fixed assets system.

Budget Development

Budget Development provides a framework for department managers to enter and develop budgets for fiscal years and grant years. The Budget Manager controls the process while each department manager has access to their own budgets. An unlimited number of budget revisions is supported per year.

Purchasing/ Inventory

The Purchasing and Inventory component manages your purchasing and in-house inventory needs. The system will track inventory and non-inventory purchasing, inventory levels, and departmental issues. If your organization also sells stock items, the inventory add-on is available from the Accounts Receivable component. Additional features of this component are:

✔ Internal forms designer allows you to design purchase orders to include the information you require for ordering

✔ Real-time update from receiving function

✔ Automatically maintains encumbrance entries

AccuFund uses a concept of locations in Utility Billing, maintaining a history of activity even when ownership of property changes.

- ✔ Integrated with Requisition component and allows consolidation of multiple requisitions into a single purchase order

Requisition Management

Many organizations need to maintain expense control, but cannot because of the difficulty in managing the flow of requests for supplies and materials. The Requisition Management component allows you to manage the request process electronically from initial request to purchasing. The requisition component includes the following features:

- ✔ Multiple levels of approval
- ✔ A requisitioner may be in more than one approval hierarchy
- ✔ An approver may approve more than one hierarchy tree
- ✔ Approvers may add comments to approved as well as disapproved requisitions
- ✔ After final approval, the module may be set to automatically generate Purchase Orders.

Accounts Receivable/Inventory

The Accounts Receivable component manages all receivable activity for your organization. Invoices are tracked as open items so as payments are received you can apply them to the appropriate invoice.

Fixed Assets

The *AccuFund* Fixed Assets component is designed specifically for use by non-profit and government agencies. It is integrated with the Accounts Payable module, allowing detail asset information to be entered as part of the invoice entry process, or it may be entered separately through the Fixed Asset system directly.

Payroll & Human Resources

AccuFund Payroll is a group of modules providing a complete solution for your agency. It includes Payroll with labor distributions, fringe expenses to follow labor, accrual balance checking on the fly, multiple rates per employee, and direct deposit to multiple banks the *AccuFund* Payroll module is for you. Human Resources integrates with payroll to track unlimited demographic information about your employees. Employee Portal is a web-based module including timesheet entry with supervisor approvals, employee self service for open enrollment periods and a reporting and dashboard module to easily deliver dashboards and financial reports to your users.

Grants Management

Most government agencies receive grants for economic development, safety and housing purposes. The Grants Management module tracks all of the non-financial data regarding a grant such as report due dates, contacts, scheduled tasks, etc. It has a direct connection to the General Ledger providing financial information formatted to match the budget categories of the grant.

Annual Phone Support /Maintenance

Support/Maintenance and Enhancements is available for 25% of the current purchase price of all licensed software. You may make unlimited calls to our toll-free number available from 9:00 a.m. EST to 4:00 p.m. PST Monday through Friday to resolve issues and problems with the software. Maintenance provides access to all enhancements and improvements to the product. Annual maintenance and phone support are required for the first year.

Safety of Your Data

AccuFund, Inc. knows your data is important. Nothing is better than a routine back-up process to make sure you can recover your data in case of an emergency. *AccuFund* helps you with this by insuring the integrity of your data during posting. The software uses the Sybase iAnywhere database and *transaction framing with automatic rollback* to help insure the integrity of your data. Microsoft SQL Server 2008 is also an option at client expense.

System Requirements

The *AccuFund* system utilizes technology designed to be easy on your budget. In many cases, if your hardware system was purchased in the last several years it will still satisfy the system requirements.

Server Requirements

The hardware requirements depend on the number of applications running on the server, type of operating system, size of organization, number of users, and components utilized on the server. For the Server, *AccuFund* will operate on Windows Server all recent versions. If *AccuFund* will be the only application running on a server, it should be at least a Xeon processors or equivalent with 6 GB of RAM.

Workstation Requirements

The workstations may be operating Windows 7 and above. The hardware should be at least Pentium 4 processor with 1 GB of RAM depending on operating system and other factors. *AccuFund* will operate in a Microsoft Terminal Services or Citrix environment for

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